



City of Annapolis

Recreation and Parks Department

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Recreation Advisory Board October 10, 2012

The Recreation Advisory Board of the City of Annapolis held its regularly scheduled meeting on October 10, 2012 at the Roger "Pip" Moyer Recreation Center. **Chair** Hamill called the meeting to order at 7:00p.m.

Present: **Chair** Hamill, **Vice Chair** Moyer, Rankin, Aist, Harrison, Fowlkes

Absent: Montgomery, B. Moyer, Hughes, Lowman

Staff: Woodward-Director

Guest: Templeton

II. September 12, 2012 Meeting Minutes

Ms. Aist moved approval of the September 12, 2012 as meeting minutes as amended. Mr. Harrison seconded the motion. The motion passed unanimously in a vote of 6-0.

III. Regular Business Before the Board

1. Director's Monthly Report to City Manager

Mr. Woodward provided a copy of the report via email.

2. Director's Monthly Report to Advisory Board

Mr. Woodward will provide this type of report to the Board on a monthly basis. He went over the status of the proposed list of capital improvement program projects for this upcoming fiscal years and asked for input.

a. CIP Project List

Trail Restoration – On hold due to concerns regarding the security of the dam.

Kingsport Farm – Meeting with the Kingsport community who intend to appoint two residents to the Planning Committee established to develop a plan the park. A consultant will be hired to work with the Committee to develop a concept. The concept will be presented to the Board and to the public meeting for input. Once approved, it will become part of the CIP program.

Truxtun Park Pool – Funds have been made available for the concept study. The selection process is scheduled to begin in November. There will be a meeting with Planning and Zoning and the Department of Public to begin the planning process.

Truxtun Park Natural Surface Trails – Grant funding is available from Department of Natural Resources and a consultant will be hired after the Department of Public Works meeting has been held.

Truxtun Athletic Fields – There is funds available to repair both fields.

Davis Street End Park Surface – The work on this project is scheduled to begin in a few weeks. The work entails installing a harder surface.

Third and Chester Playground – The Department is moving forward with the design phase and the fence will be lowered to 4-feet.

Harbormaster Building – This project is on hold until approval of the CDAC plan. Mr. Walters, Harbormaster received grant funding from the Federal and State in the amount of \$650,000 for the bulkhead repair.

City Dock Bulkhead – This project is on hold until approval of the CDAC plan.

Maintenance Facilities – There is a plan to review the fleet maintenance that may lead into a recommendation for a new maintenance facility.

He asked the Board to consider other projects that should be in the CIP program because there are no projects proposed for the out years. **Chair** Hamill suggested reviewing the inventory to determine where the need exists and where open space exists in the City. Mr. Woodward will also discuss the equipment replacement cycle at the next meeting.

b. Department Structure Recommendation

Mr. Woodward provided the proposed organization restructure and briefly discussed some of the proposed changes to enhance the current operations of the Department. The proposed reorganization chart was shown to key City staff and there was no opposition. The Board was asked to review the document and come prepared to discuss at the November 14, 2012 meeting. He hopes to receive some suggestions on how to improve the justifications prior to presenting to the City Manager so will come to the next meeting with further clarifications on the costs. **Chair** Hamill suggested that Mr. Woodward think about the outcomes to be accomplished and the benefits to the City. She also suggested that thought be given to the quality of the operations, what are the best practices and standards. Mr. Woodward will provide a draft budget of the reorganization at the November 14, 2012 meeting.

c. Preliminary Budget Discussion

Mr. Woodward will provide a draft preliminary budget at the November 14, 2012 meeting.

IV. New Business

VI. Old Business

1. Trending Statistics for Revenues

Mr. Woodward will continue to work on this trending statistics of revenue report and indicated that the revenues are still growing.

Reappointment

Chair Hamill reported that all the Board members whose terms have expired were reappointed to the Board. Ms. Weaver agreed to resign from the Board so her vacancy needs to be filled. Unfortunately, Ms. Patty Templeton who regularly attends the Board meetings is unable to fill the vacancy since she is not located in Ward 3. **Vice Chair** Moyer noted that a recent Ward 7 resident who was active in the community is interested in serving on the Board as well.

Harbormaster Building Bathrooms

Mr. Harrison noted that Ms. LeFlurge indicated that the Harbormaster building bathrooms are available for use during the Half Marathon event.

Wellness House

Chair Hamill will meet with Mr. Woodward to schedule a meeting on the Wellness House.

VII. **Adjournment**

Vice Chair Moyer moved to adjourn the meeting at 8:04pm. Ms. Rankin seconded the motion. The motion passed unanimously in a vote of 6-0. The next meeting is **November 14, 2012** at the Pip Moyer Recreation Center conference room.

Tami Hook, Recorder